

**CTWG CIVIL AIR PATROL
STAFF MEETING MINUTES
17 APRIL 2002**

The meeting was called to order by LTC Palmer at 1930 hrs.
Pledge of Allegiance was recited and a blessing given by CAPT Sangendorf.

Roll Call by LTC PALMER:

Attendance:

CTWG COMMANDER	COL PAYNE
ADMINISTRATIVE ASST.	MS. TEDFORD
VICE COMMANDER	MAJ OSBORN
CHIEF OF STAFF, COMMUNICATIONS	LTC PALMER
ASSISTANT/RAPID RESP	
AF/CAP CTWG LNCO	MSGT LARA, SR
MA/RI/CT LO	LTC ISABELLE (NP)
USAFR (IMA)	MAJ CASSELLA (NP)
USAFR (WRC)	MAJ FURR (NP)
CTWG AFEPL	LTC OLMSTED (NP)
USAF (RANCO)	TSGT AUSTIN (NP)
DIRECTOR OF CADET PROGRAMS	MAJ MARTEKA
DIRECTOR OF COMMUNICATIONS	MAJ VALLEAU
DIRECTOR OF INFOR. MGMT/PROFESSIONAL	
DEVELOPMENT/COMM ASST.	MAJ WROBEL
INFORMATION MGMT OFFICER	CAPT SCHINITIS
FINANCE OFFICER	CAPT GRAY
INSPECTOR GENERAL	LTC MCDONOUGH (NP)
LEGAL OFFICER	CAPT STEADMAN (NP)
DIRECTOR OF SAFETY	LTC ROGERS
DIRECTOR OF OPERATIONS/ PLANS & PROG	MAJ L. SCHINDLER
EMERGENCY SERVICES OFFICER	MAJ CARROLL
GROUND OPERATIONS COORDINATOR	1LT SLEDGE
STAN/EVAL OFFICER & SAFETY ASSISTANT	MAJ HOLLIS
DIRECTOR OF PERSONNEL & ADMIN., DDR	MAJ S. SCHINDLER
INTERNAL AEROSPACE OFFICER	1LT SCHINDLER
SUPPLY/TRANSPORTATION/REAL EST.OFF.	LTC BRIGNOLA (EX)
SUPPLY ASSISTANT	LTC MYLCHREEST (NP)
AIRCRAFT MAINTENANCE OFFICER	CAPT WRIGHT (NP)
HISTORIAN	LTC HORNER
OPERATIONS TRAINING OFFICER	CAPT SHAPIRO
EMERGENCY SERVICES ASSISTANT	CAPT FLETCHER (NP)
CTWG RAO (ADY)/USAFR	1LT NELSON (NP)
LICENSING OFFICER	2LT MACHT (NP)
CTWG RANCO/USAFR	SMSGT MORIN (NP)
EXTERNAL AEROSPACE EDUC.	CAPT OESTREICHER (NP)
OPERATIONS ASSISTANT	2LT GILLETTE

(NP) – Not Present (REP) – Representative (EX) – Excused

COL PAYNE:

- CAPT Valleau and CAPT Hollis were promoted to MAJOR.
- Col. Greenhut will be attending the CT Wing Conference.
- MSGT Lara's job and position has changed. Work hours are now 07:30AM – 16:30PM, Monday through Friday. You will see less of MSGT Lara at the training missions and encampment activities due to these changes.
- Uniform Changes(NOT IN EFFECT AS ON NOW, BUT WILL BE IN THE FUTURE);
 - Continue to comply with CAPM 39-1.
 - We are going back to wearing metal rank on the shoulder.
 - Blouse with blues – you can still wear U.S. on the collar.
 - Blue epaulets are coming back.
 - Silver braid will be going on mess dress uniform.
 - No rank or insignia can be worn on cover. (both Senior and Cadets).
- Goodyear has a tire re-call on vehicles; we are working on this.
- Color scheme change on all aircrafts.
- Looking forward to seeing everyone at the conference.

MAJ OSBORN:

- New CAPR 52-10 – CPPT is out.

MSGT LARA:

- Support the encampment and the conference.
- New CAPR 52-5 – Congressional Award.
- Take a look at the Professional Development Quarterly, Ops Brief and Sentinel Bulletins.
- Web-site; If there is a mission, you can now enter the data on the web-site and it will e-mail it to the people who need it.
- When COL Payne's door is shut – DO NOT knock on the door. Knock on the door only if it is an emergency.
- BE SAFE IN AIR AND ON THE GROUND!

CAPT SAGENDORF:

- Col. Joseph Witkin has passed away. He was the Wing Commander from 1971-1977. Please remember him and his family in your prayers.
- Michael Ganis may become a new MLO of CAP up at the 103rd Composite Squadron. He is a retired police officer.
- Thank you for the flowers and cards for my wife.

1LT SCHINDLER:

- Yeager course will be given in June.
- Dr. Ann Walko will be coming to the CT Wing Conference, and may be doing a briefing on the 215 Specialty Track.
- 103rd Composite Squadron will be launching rockets sometime soon, would be nice to have people there.
- Working with the New England Air Museum to have a seminar at the next wing conference.
- Unable to attend the National Congress on Aviation Space Education due to exams.

MAJ WROBEL:

- Professional Development (SLS) will be held on 15/16 June.
- Information Management – should be set up by next month. Some of the network will be going in. If you need a computer please see MAJ Wrobel.

MAJ VALLEAU:

- New radio station roster will be out by the Wing Conference.
- Last Wednesday, initiated and started installing equipment with the State Communications Infrastructure. We still have a very long way to go.
- By the end of May, Brookline and Mohawk repeaters should be linked.
- COMMEX – tentatively either the 2nd or 3rd week of October.
- Starting squadron visits in June.

MAJ MARTEKA:

- 6 April we had a very successful Color Guard Competition. Silver City Composite Squadron was the winner.
- 17,18,19 May – NER Cadet Color and Drill Team Competition in Newport.
- Very impressed with the National Congress on Aviation Space Education in Washington, DC. Seminars were very informative.
- Working on the CT Wing Conference Cadet Programs.

MAJ CARROLL:

- ICS 200 Course last Saturday, we had 6 graduates. Very good program, and new classes will be coming up.
- In May, LT Gillette and MAJ Carroll will be comparing e-mail call-down rosters and Call-down rosters to see which is faster.

CAPT SHAPIRO:

- 25 April – Stratford Squadron participating in an exercise with Bridgeport Hospital on disaster. If anyone is interested please speak with CAPT Shapiro.
- Classes with the Red Cross are going very well;
 - 8 May – Damage Assessment at 1900 hrs (Seniors Only).
 - 10 May – Super Exercise starting with Red Cross.
- 17 May – SAREX
- 18 May – Hazmat Exercise in New London.
- June – Pre-OTE (date not set yet).

COL HORNER:

- Col. Witkin was a teacher at Portland High School, he taught Industrial Arts.
- Need report from all squadrons of what you did last year (DEADLINE IS JUNE 1ST).

COL ROGERS:

- No mishaps up to today.
- Regarding the tire re-call, could you please post this on the web-site.
- Anthrax is still in the news.
- Be safe, drive safe, fly safe.

MAJ HOLLIS:

- The mission today went very well. An ELT going off in an airplane at Cheshire Airport. There were some problems with communications – RI Encampment was coming over the radio, could not get a word in edgewise, people were using the radio for personal use. Otherwise, communication went very well.
- 16/17 May – FAA Safety Festival at Pratt & Whitney Training Field.

LTC PALMER:

- Letter in your boxes regarding uniforms and what you need to wear.
- **YOU MUST WEAR YOUR UNIFORMS CORRECTLY!**
- At the CT Wing Conference;

Senior Seminars:

- ICS 100 will be given
- Col./Dr. Ann Walko giving Aerospace Seminar
- Chaplain Seminar
- CAP On-line Seminar
- Uniform & Personnel Issues Seminar
- FAA Safety Seminar

Cadet Seminars:

- Careers in Aerospace Seminar
- Drill Off (After Lunch)
- Cadet Forum
- Public Speaking Contest
- So You Want To Be A Private Pilot?

MAJ L. SCHINDLER:

- N9573X is down for 100-hour maintenance.

With nothing further to come before the meeting, it was adjourned at 2040 hrs.

Respectfully submitted,

//signed//

Cindy Tedford
Administrative Assistant

Cc: CTWG Staff & Squadrons